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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DD/A Registry

DD/A Registry

File

O &amp; M 9

76/1087

FROM:

Chief, Plans Staff  
626 C of C

EXTENSION

NO.

DATE

10 February 1976

25X1A

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DD/Pers/P&C  
626 C of C

2/11

JPM

2. DD/Pers  
5E-58 Hqs: 1 FEB 1976

12 FEB 1976

15/BLF

3. D/Pers  
5E-58 Hqs.

13

J

4. DD/A  
7D-18 Hqs.

5 MAR 1976

✓

5. Comptroller  
4E-42 Hqs.

The attached report has been prepared at the Comptroller's request and presents both Directorate and OP estimates of yearend strength. The report reflects inputs from SPD, SRB, CPD and Plans Staff.

At this time, it appears quite likely that the Agency will remain significantly below ceiling through the end of the Fiscal Year, although it remains quite feasible to take management action that would correct this, if desired.

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Chief, Plans Staff  
Office of Personnel

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PROJECTION OF YEAREND STRENGTH

At the Comptroller's request, the Office of Personnel has prepared its own estimate of yearend strength and has obtained corresponding estimates from the Directorates. (See Table.)

The OP estimate is based upon consideration of trends in hiring and in separations and additional consideration of prospective employees already in the pipeline. Even so, where a significant shortfall is indicated for any Directorate, past experience has indicated that any Directorate can get up to strength in relatively short time, should it desire. Hence such projected shortfalls should be taken with several grains of salt unless there is a strong Agency policy that constrains replenishment of losses.

Analysis of trends has been made more complex by the fact that time series data on separations and accessions of permanent full-time employees presently must be constructed from separate series pertaining to staff and contract employees, which include conversions from one to the other. These conversions have been removed to avoid a distorted picture.

For the estimate, experience during February through June 1975 was illuminating. Exclusive of reassignments among Directorates. Agency

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It is obvious that there will be a further dip in personnel strength during February, reflecting a modest retirement wave before a cost-of-living increase for retirees, and that subsequent gains will reflect such events as a new CT class and some yearend pickup of clericals.

The projected yearend deficit will be most affected by DDO policy, which has held approximately  ceiling unallocated.

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The likelihood of a yearend deficit can be indicated in terms of subjective probability reflecting policies and conditions as of mid-February:

| <u>Size of Deficit</u> | <u>Subjective Probability</u> |
|------------------------|-------------------------------|
| Some deficit           | 90%                           |
| 50-100                 | 75%                           |
| 101-150                | 50%                           |
| 150-200                | 30%                           |

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